



## Trustees' Annual Report for the period

From

Period start date

06

April

2024

To

Period end date

05

April

2025

### Section A

### Reference and administration details

Charity name

Bostall Library Community Group

Other names charity is known by

BLCG

Registered charity number (if any)

1165313

Charity's principal address

Bostall Library

115 King Harolds Way

Bexleyheath, Kent

Postcode

DA7 5RE

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Andrew Bryans	Chair of Trustees		
2	Adrian Reeves			
3	Antony Bulmer			
4				

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year
None	

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

Kimberly Bryans BEM – Director of Operations

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted 26 <sup>th</sup> January 2016
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Charity Trustees as and when required

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

#### New Trustees:

- The charity trustees make available to each new charity trustee, on or before his or her first appointment:
  - (a) a copy of the current version of this constitution; and
  - (b) a copy of the BLCG's latest Trustees' Annual Report and statement of accounts.
- New Trustees are also encouraged to read the documents available on the gov.uk website relating to the Trustee role and board.

#### BLCG Organisational Structure:

- Three Trustees as stated.
- Director of Operations (unpaid).
- 5 selected Core Group Members having a greater responsibility than Volunteers
- General Volunteers (25)
- 2 part-time Staff in the employ of the London Borough of Bexley permanently seconded to BLCG

#### Related Parties:

- BLCG was selected by the London Borough of Bexley (LBB) to manage and run as a community library Bostall Library. BLCG receives a grant (by way of seconded staff) from LBB to facilitate this and to undertake basic Council services as agreed in a Service Level Agreement whilst also allowing BLCG to maximise its fundraising potential. LBB continue to own the premises from which we operate under a lease agreement and negligible rent.

The Trustees, Director and Core Group members give their time on a voluntary basis and receive no remuneration or other benefit.

**Summary of the objects of the charity set out in its governing document**

The advancement of education for the benefit of the public in the district of West Heath in the London Borough of Bexley and the surrounding areas by the provision of a community lending library, associated services, activities and facilities in the interest of social welfare, recreation and leisure time for improving the conditions of life for the residents.

**Summary of the main activities undertaken for the public benefit in relation to these objects**

BLCG's main purpose is the loan of books, listening CD books and Jigsaws for adults and children both for recreation and education. We provide some Council services e.g Council Tax payments; Refuse applications; and offering advice and information on many others.

Our coffee shop provide hot and cold refreshments and home-made cakes and sundries. This enables Coffee mornings for groups of elderly patrons seeking companionship and friendship.

We provide low-cost local space for hire by community groups and stakeholders and provide a venue for both Adult and Children's events for all demographics of the local community.

We continue to promote relationships with the local primary schools with regular class visits for story time and book lending.

There are several regular activities for adults: reading clubs; computer tuition; knit 'n natter; coffee mornings; Pilates.

Other events held throughout the year include a community cinema, Bingo and quiz evenings.

Activities for children include: toddler time; Story Time; and many additional fun activities during school holidays.

We also provide the following initiatives:

- Community fridge with food "waste" contributed by local supermarkets.
- Warm Space.
- Household Support Fund distribution.
- Digital Champions.

Bostall Library is also a polling station when required.

We believe that our library is in fact, more a social and community hub providing a valuable benefit to the local population regardless of age, gender, faith, or personal circumstances.

**Additional details of objectives and activities (Optional information)**

We have many volunteers who spent a lot of their time to help us to be a success. Their involvement and dedication mean that we can achieve our goals whilst at the same time provide a welcoming, friendly and warm place to work and visit. We and the public appreciate the effort and time that is given, especially on the fundraising events we occasionally hold outside of normal working days/hours.

All monies raised surplus to the day-to-day running costs of the library are banked in an interest earning deposit account. We endeavour to use these funds to further improve the libraries.

**Summary of the main achievements of the charity during the year**

During this period we continued to provide our usual mix of additional events beyond lending books and providing services. The Community Cinema, quiz and Bingo evenings were always in demand and we endeavoured to screen a film each month, including a now annual showing on behalf of the Council for LGBTQ+.

Using our own funds, we replaced the manually opening, draughty main door, for wheelchair friendly automatic doors.

After the successful bid for funding from National Lottery Community Fund to install a solar power and battery system, this was installed and immediately made a difference to our energy expenditure. This has greatly improve our finances and self-sufficiency further as well as the obvious green benefits

Bostall Community Library was again asked to participate in the Household Support Fund scheme to distribute much needed funds and vouchers to households in need. This continued throughout most of the financial year.

Our Community Fridge continued to be in demand, and thanks goes to those volunteers that collected food “waste” from the local supermarkets when available.

Following the success of the Solar Project, we put in a bid for funding from the National Lottery Community Fund to replace old cladding and insulate the main library area. This in order to further increase our energy savings and make the library a warmer space.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

At the end of this financial year the charity has cash funds of £15,000 and £42,600 reserves on deposit. We will continue maintain / increase reserves to be utilised for future projects and protect against possible future grant cuts.

### Details of any funds materially in deficit

Not Applicable

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The main source of funds to the Charity is an annual grant from the London Borough of Bexley. This consists primarily as the provision of seconded staff paid for by the Council, and a small cash amount.

Other primary sources of income are the Coffee Shop, Library Counter sales (printing, photocopying, book sales, fines, reservations etc.), Friends of BLCG membership subscriptions, and loose change donations.

We sell old stock, unwanted and donated books and other items to internet book-buying companies and on the eBay auction site. Fundraising events are held periodically in the form of seasonal fairs, and entertainment evenings.

Additional funds are achieved through the community cinema, the regular hire of the library space by several individuals & groups, and the Bexley Lottery.

The income is spent on running costs of the buildings (utilities & maintenance), consumables for the Library and Coffee Shop, phone and broadband. We have an annual budget for purchasing new books to replace old stock.

Surplus funds are used for our reserves and future projects.

## Section F

## Other optional information

None

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees 

Signature(s)		
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Full name(s)	Adrian Reeves	Andrew Bryans
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Position (eg Secretary, Chair, etc)	Trustee	Chair
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Date	16/12/2024
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Bostall Library Community Group

1165313

CC16a

## Receipts and payments accounts

For the period  
from

06/04/2024

To

05/04/2025

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
<b>Bostall Library</b>					
Grants / Funds	1,100	40,000	-	41,100	1,100
Counter Sales	1,694	-	-	1,694	1,992
Library Space Hire	8,447	-	-	8,447	5,928
Coffee Shop Sales	1,971	-	-	1,971	1,769
Fundraising & Book sales	6,028	-	-	6,028	5,262
Donations	700	-	-	700	120
Interest on Deposit	1,318	-	-	1,318	994
Miscellaneous	-	-	-	-	766
<b>Sub total (Gross income for AR)</b>	<b>21,259</b>	<b>40,000</b>	<b>-</b>	<b>61,259</b>	<b>17,931</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>21,259</b>	<b>40,000</b>	<b>-</b>	<b>61,259</b>	<b>17,931</b>
<b>A3 Payments</b>					
<b>Bostall Library</b>					
Utilities	4,660	-	-	4,660	3,714
IT	7,023	-	-	7,023	4,332
Consumables and Stock	5,712	-	-	5,712	5,502
Insurance	343	-	-	343	319
Rates and Taxes	414	-	-	414	443
Miscellaneous	897	-	-	897	848
Transport	1,626	-	-	1,626	1,284
Community Cinema	211	-	-	211	148
Household Support Fund	-	26,327	-	26,327	-
Bank Charges	-	-	-	-	-
Paypal Miscellaneous	4	-	-	4	248
Solar Project	336	14,664	-	15,000	15,000
Maintenance / Building Works	9,075	-	-	9,075	17,936
<b>Sub total</b>	<b>30,300</b>	<b>40,991</b>	<b>-</b>	<b>71,291</b>	<b>49,774</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>30,300</b>	<b>40,991</b>	<b>-</b>	<b>71,291</b>	<b>49,774</b>
<b>Net of receipts/(payments)</b>	<b>- 9,041</b>	<b>- 991</b>	<b>-</b>	<b>- 10,032</b>	<b>- 31,843</b>
<b>A5 Transfers between funds</b>	<b>336</b>	<b>- 336</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>66,436</b>	<b>1,327</b>	<b>-</b>	<b>67,763</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>57,731</b>	<b>- 0</b>	<b>-</b>	<b>57,731</b>	<b>98,240</b>

### Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>				
	Current Account Lloyds BLCG	14,964	0	-
	Saffron Building Society BLCG	42,768	-	-
	<b>Total cash funds</b>	<b>57,731</b>	<b>0</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

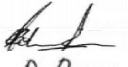

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	<b>Details</b>			
		-	-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>	<b>Details</b>			
			-	-

		Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>	<b>Details</b>			
	Book Stock	unrestricted	-	147,000
	Computer Equipment	unrestricted	-	18,000
	Library Furniture and Shelving	unrestricted	-	20,000
	Library Vehicle	unrestricted	-	12,500

		Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	<b>Details</b>			

Signed by one or two trustees on  
behalf of all the trustees

	Signature	Print Name	Date of approval
		Adrian Reeves	
		Andrew Bryans	

**Notes to Reciepts and  
Payments Account**

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**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Bostall Library Community Group

**On accounts for the year  
ended**

5<sup>th</sup> April 2025

**Charity no  
(if any)**

1165313

**Set out on pages**

TWO

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 05/04/2025

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

27/01/2026

**Name:**

Elia Castillo Torres

**Relevant professional  
qualification(s) or body  
(if any):**

Accounting and Finance Degree

**Address:**

66 Orchard Avenue

Upper Belvedere, Kent

DA175PD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

